



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755
323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

REVISED

**AGENDA
FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING COMMISSION
WEDNESDAY, MAY 24, 2006
12:00 NOON
CARMELITOS HOUSING DEVELOPMENT
851 VIA CARMELITOS
LONG BEACH, CA 90805
(562) 423-5464**

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1. Call to Order

2. Roll Call

Lynn Caffrey Gabriel, Chair
Henry Porter, Jr. Vice Chair
Carol Almarez
Severyn Aszkenazy
Philip Dauk
Adriana Martinez
Dora Nowden

3. Reading and Approval of the Minutes of the Previous Meeting

Regular Meeting of April 26, 2006

4. Report of the Executive Director

5. Public Comments

The public may speak on matters that are within the jurisdiction of the Housing Commission. Each person is limited to three minutes.

6. Staff Presentation

First time Homebuyers Program - Daisy Ma
Quarterly Contract Status Report – Robert Romanowski

Regular Agenda

7. Approve Construction Contract for Replacement of Two Boilers at the Southbay Gardens Senior Housing Development (2)

Recommend approval and find that the replacement of two boilers at the Southbay Gardens senior housing development, located at 230 East 130th Street, in unincorporated Los Angeles County, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment. Approve the award of a Construction Contract (Contract) in the amount of \$74,000 to Automatic Boiler Company, to complete the replacement of two boilers at the subject property; and authorize the Executive Director of the Housing Authority to execute the Contract and all related documents, to be effective upon the issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.

8. Approve Construction Contract for Site Work at the Harbor Hills Community Center (4)

Recommend approval and find that the site work at the Harbor Hills Community Center, located at 1876 Palos Verdes Drive North, in the City of Lomita, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment. Approve the award of a Construction Contract (Contract), in the amount of \$174,205 to C.S. Legacy Construction (Contractor), to complete the site work at the subject property, and authorize the Executive Director of the Housing Authority to execute the Contract and all related documents, to be effective upon the issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.

9. Approve Construction Contract for Phase Two of the Natural Gas Line Replacement at the Carmelitos Family Housing Development

Recommend approval and find that the replacement of natural gas lines serving 182 units at the Carmelitos family housing development, located at 1000 Via Wanda, Long Beach, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment. Approve the award of a Construction Contract in the amount of \$1,311,700 to M.L. Construction, to complete phase two of the natural gas line replacement project at the subject property; and authorize the Executive Director of the Housing Authority to execute the Contract and all related documents, to be effective upon the issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.

10. Approve Landscape Contract for all Housing Authority Housing Developments located within Los Angeles County

Recommend approval and find that the Landscape Maintenance Services Contract for the provision of landscape maintenance at all housing developments located within unincorporated Los Angeles County is exempt from the California Environmental Quality Act (CEQA), as described herein, because the services will not have the potential for causing a significant effect on the environment.

Approve and authorize the Executive Director of the Housing Authority to execute a one-year Landscape Maintenance Services Contract (Contract) with TruGreen LandCare, to provide landscape maintenance services at all housing developments owned or managed by the Housing Authority, to be effective July 1, 2006, and to use for this purpose a maximum amount not to exceed \$757,640 in Conventional Public Housing Program funds allocated by the U.S. Department of Housing and Urban Development (HUD).

11. Housing Commissioner Comments and Recommendations for Future Agendas

Housing Commissioners may provide comments or suggestions for future Agenda items.

Copies of the preceding agenda items are on file and are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at the Housing Authority's main office located at 2 Coral Circle in the City of Monterey Park. Access to the agenda and supporting documents is also available on the Housing Authority's website.

Agendas in Braille are available upon request. American Sign Language (ASL) interpreters, or reasonable modifications to Housing Commission meeting policies and/or procedures, to assist members of the disabled community who would like to request a disability-related accommodation in addressing the Commission, are available if requested at least three business days prior to the Board meeting. Later requests will be accommodated to the extent possible. Please contact the Executive Office of the Housing Authority by phone at (323) 838-5051, or by e-mail at Marisol.Ramirez@lacdc.org, from 8:00 a.m. to 5:00 p.m., Monday through Friday.

THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES

MINUTES FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING COMMISSION

Wednesday, April 26, 2006

The meeting was convened at the Housing Authority's main office located at 2 Coral Circle, Monterey Park, California.

Digest of the meeting. The minutes are being reported seriatim. A taped record is on file at the main office of the Housing Authority.

The meeting was called to order by Chair Lynn Caffrey Gabriel at 12:24 p.m.

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Severyn Aszkenazy		X
Philip Dauk	X	
Lynn Caffrey Gabriel	X	
Adriana Martinez	X	
Andrew Nguyen	X	
Dora Nowden	X	
Henry Porter, Jr.	X	
Carol Almarez		X

PARTIAL LIST OF STAFF PRESENT:

Bobbette A. Glover, Assistant Executive Director
Maria Badrakhn, Director, Housing Management
Rebecca Craigo, Director, Assisted Housing Division
Marie Quon-Hom, Assistant Director, Assisted Housing Division
Esther Keosababian, Assistant Director, Housing Management Division
Arlene Black, Manager, Housing Management Division
Jim Becker, Manager, Assisted Housing Division
Emilio Salas, Director, Administrative Services
Geoffrey Siebens, Manager, Construction Management Division
David Chang, Manager, Financial Management Division

Reading and Approval of the Minutes of the Previous Meeting

On Motion by Commissioner Porter, seconded by Commissioner Martinez the minutes of the Regular Meeting of February 22, 2006 were approved.

Agenda Item No. 4 - Report of the Executive Director

This report was presented by Bobbette A. Glover, with staff participation.

Ms. Glover announced some housekeeping items, reminding the Commissioners that Thursday, May 25th, the County's Quality and Productivity Commission is holding its 2006 Commissioners' Leadership Conference at the Dorothy Chandler Pavilion. Also, on April 27th the National Housing Conference is sponsoring a workshop entitled "A Better Commute - The Link Between Housing and Transportation", also being held at the Dorothy Chandler Pavillion.

Ms. Glover discussed a mandatory meeting held on April 11th by the Los Angeles County Community Development Commission for developers who are interested in responding to the request for proposals for the construction of senior housing on property that we currently own.

Ms. Glover reported on the Annual Volunteer of the Year luncheon and awards ceremony. This year's winners were Elishah Hernandez (youth) who resides at the Nueva Maravilla housing development, and Carla Copeland (adult) who resides at South Scattered Sites. Both nominees were recognized by the Board of Supervisors for their volunteer work.

Ms. Glover reported on the final Agency Plan, which was approved by the Board with a couple of amendments from the floor.

Ms. Glover announced our newly appointed Commissioner, Carol Almarez who was officially appointed by the Board a couple of weeks prior to this meeting. Ms. Almarez was unable to attend today's meeting but will be attending upcoming meetings.

Ms. Glover also announced departures of CDC employees as follows:

Carolina Romo will be leaving the Housing Management Division to return to Housing Development & Preservation Division effective May 1, 2006. Alice Moyer is retiring after 20 years of service with the Community Development Commission. Commissioner Nguyen's term has expired after 4 years as a Tenant Commissioner. Byron Ely, Director of the Construction Management Division will also be leaving.

Ms. Glover reported on Assembly Bill 2839 which would require all Section 8 landlords to use a crime free lease addendum. This is something the Board of Supervisors has required of our Section 8 tenants, but we're not sure we can impose this on top of all the other federal requirements.

Staff also reported on the NAHRO Legislative Conference that was held in Washington, D.C.

Agenda Item No. 5 - Staff Presentations

Marcie Miranda and David Chang discussed site-based budgeting for Conventional Public Housing.

Agenda Item No. 6 Public Comments

No members of the public were in attendance.

Regular Agenda

On Motion by Commissioner Dauk, seconded by Commissioner Martinez, and unanimously carried, the following was approved by the Housing Commission:

APPROVE FUNDING OF HOUSING AUTHORITY PROJECTS WITH FISCAL YEAR
2006-2007 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS (ALL DISTRICTS)
AGENDA ITEM NO. 7

1. Recommend that the Board of Commissioners authorize the Executive Director of the Housing Authority (Executive Director) to accept from the County of Los Angeles an estimated \$1,293,306 in Fiscal Year 2006-2007 (July 1, 2006 to July 30, 2007) Community Development Block Grant (CDBG) funds, as identified in the Housing Authority portion of the Los Angeles Urban County Fiscal Year 2006-2007 One-Year Action Plan (Action Plan) for the allocation of federal funds by the County of Los Angeles; and authorize the Executive Director to use these funds for capital improvements and services for public housing program residents.
2. Recommend that the Board of Commissioners authorize the Executive Director, following approval by the U.S. Department of Housing and Urban Development (HUD), to incorporate the \$1,293,306 in new CDBG funds into the approved Fiscal Year 2006-2007 budget of the Housing Authority.
3. Recommend that the Board of Commissioners authorize the Executive Director or designee to execute CDBG Reimbursable Contracts with the County of Los Angeles to provide funding for the activities described herein, attached in substantially final form, to be effective following approval as to form by County Counsel and execution by all parties.
4. Recommend that the Board of Commissioners authorize the Executive Director or designee to execute a CDBG Reimbursable Contract Amendment with the County of Los Angeles, attached in substantially final form, to extend the contract for the irrigation system repair project at the Nueva Maravilla housing development through June 30, 2007, using \$250,000 in prior-year

CDBG funds, to be effective following approval as to form by County Counsel and execution by all parties.

Prior to approval, Commissioner Porter recommended that a footnote be added to explain abbreviation on attachment A.

On Motion by Commissioner Porter, seconded by Commissioner Nowden, and unanimously carried, the following was approved by the Housing Commission:

APPROVE CONSTRUCTION CONTRACT FOR THE REPLACEMENT OF ONE
BOILER AT THE FOOTHILL VILLA HOUSING DEVELOPMENT (5)
AGENDA ITEM NO. 8

1. Recommend that the Board of Commissioners find that the boiler replacement at the Foothill Villa senior housing development, located at 2423 Foothill Boulevard, La Crescenta, in unincorporated Los Angeles County, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect in the environment.
2. Recommend that the Board of Commissioners approve the award of a Construction Contract (Contract) in the amount of \$49,151 to RKDM Enviro-Energy Services, Inc., to complete the boiler replacement at the subject property; and authorize the Executive Director of the Housing Authority to execute the Contract and all related documents, to be effective upon the issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.
3. Recommend that the Board of Commissioners authorize the Executive Director to use a total of \$49,151 in Capital Fund Program funds, for the purposes described above; and authorize the Executive Director to approve Contract change orders not exceeding \$9,831 for unforeseen project costs, using the same source of funds.

On Motion by Commissioner Porter, seconded by Commissioner Martinez, and unanimously carried, the following was approved by the Housing Commission:

APPROVE CONSTRUCTION CONTRACT TO REPLACE FIRE ALARM SYSTEM AT
THE MARINA MANOR I AND II SENIOR HOUSING DEVELOPMENTS (3)
AGENDA ITEM NO. 9

1. Recommend that the Board of Commissioners find that the replacement of existing fire alarm systems at the Manor I and II senior housing developments, located at 3401 and 3405 Via Dolce, Marina Del Rey, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment.

2. Recommend that the Board of Commissioners approve the award of a Construction Contract (Contract), in the amount of \$238,000 to JAM Corporation, to replace the existing fire alarm system at the subject properties; and authorize the Executive Director of the Housing Authority to execute the Contract and all related documents, to be effective upon the issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.
3. Recommend that the Board of Commissioners authorize the Executive Director to use a total of \$238,000 in Capital Fund Program (CFP) funds from the U.S. Department of Housing and Urban Development (HUD), for the purposes described herein.
4. Recommend that the Board of Commissioners authorize the Executive Director to approve Contract change orders not to exceed \$47,600 for unforeseen project costs, using the same source of funds.

On Motion by Commissioner Porter, seconded by Commissioner Nowden, and unanimously carried, the following was approved by the Housing Commission:

APPROVE THE HOUSING AUTHORITY'S FISCAL YEAR 2006-2007 BUDGET
(ALL DISTRICTS)
AGENDA ITEM NO. 10

1. Recommend that the Board of Commissioners adopt the attached Resolution (Attachment A) approving the Housing Authority's Fiscal Year 2006-2007 Budget, which includes revenues and expenditures of \$277,021,400.
2. Recommend that the Board of Commissioners instruct the Mayor to sign the Resolution approving the Housing Authority's Fiscal Year 2006-2007 Budget, and the related Transmittal Resolution (Attachment B) certifying submission of the budget by the Board to the U.S. Department of Housing and Urban Development (HUD).
3. Recommend that the Board of Commissioners instruct the Executive Director to implement the Budget and take all related actions, including execution of all required documents, for the purpose described herein.
4. Recommend that the Board of Commissioners instruct the Executive Director to submit the Resolution and related documents to HUD.

On Motion by Commissioner Martinez, seconded by Commissioner Porter, and unanimously carried, the following was approved by the Housing Commission:

APPROVE THE PURCHASING OF APPLIANCES FOR NINE HOUSING
DEVELOPMENTS (ALL DISTRICTS)
AGENDA ITEM NO. 11

1. Recommend that the Board of Commissioners approve and authorize the Executive Director of the Housing Authority to execute a Purchase Order with General Electric Company for the purchase of 461 refrigerators, 580 ranges and 130 range hoods for nine housing developments owned or managed by the Housing Authority, identified in Attachment A; and to use for this purpose a total of \$353,784.87, comprised of \$299,963.27 in Capital Fund Program funds and \$53,821.60 in Project Based Section 8 funds allocated by the U.S. Department of Housing and Urban Development (HUD).

On Motion by Commissioner Nowden, seconded by Commissioner Porter, and unanimously carried, the following was approved by the Housing Commission:

APPROVE TREE TRIMMING AND REMOVAL SERVICES CONTRACT FOR
THE HOUSING AUTHORITY (DISTRICT 1, 2, 3, 4)
AGENDA ITEM NO. 12

1. Recommend that the Board of Commissioners approve and authorize the Executive Director of the Housing Authority to execute a Contract for Tree Trimming and Removal Services (Contract) and all related documents, with Treesmith Enterprises, Inc. in an amount not to exceed \$115,455 to provide tree trimming, crowning and removal services at the 34 housing developments identified in Attachment A, located throughout Supervisorial Districts 1, 2, 3 and 4, to be effective upon Board approval; and to use for this purpose \$115,455 in Conventional Public Housing Operating funds allocated by the U.S. Department of Housing and Urban Development (HUD).
2. Recommend that the Board of Commissioners authorize the Executive Director to execute all necessary administrative amendments to the Contracts as well as any amendments to increase the compensation amount, in an amount not to exceed a maximum aggregate amount of \$5,773 following approval as to form by County Counsel, to provide for any additional unforeseen needed tree trimming, crowning, or removal services, using the same sources of funds described above.

Agenda Item No. 13 - Housing Commissioner Comments and Recommendations for Future Agenda Items

Bobbette A. Glover presented a plaque to Commissioner Nguyen in recognition of contributions made during his tenure as Tenant Commissioner.

The next scheduled meeting of the Housing Commission will be held at 12:00 Noon on Wednesday, May 24, 2006, at the Carmelitos housing development located at 851 Via Carmelitos, Long Beach, CA 90805.

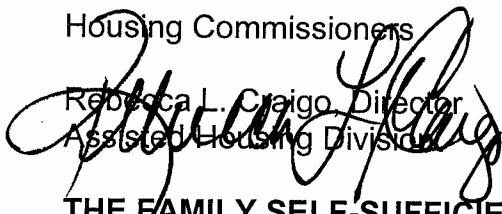
On Motion by Commissioner Nowden, the Regular Meeting of April 26, 2006, was adjourned at 2:25 p.m.

Respectfully submitted,



CARLOS JACKSON
Secretary -Treasurer

May 24, 2006

TO: Housing Commissioners
FROM:  Rebecca L. Craig, Director
Assisted Housing Division
RE: **THE FAMILY SELF-SUFFICIENCY (FSS) PROGRAM**

FSS Program Update

- For the month of April, FSS provided bus passes to 5 working families to assist with their commute to work and/or school.
- Resource information for employment opportunities, budgeting, money saving tips and homeownership workshops were handed out to 4 FSS participants during April re-issuance appointments.
- FSS staff met with and assisted 30 additional FSS participants during the month of April with supportive services information and general Section 8 questions.
- FSS staff met with 2 FSS participants working towards their graduation from the FSS program. FSS staff reviewed the graduation requests with the participants and referred them to the Community Development Commission's Home Ownership Program. Their graduations are pending supervisor approval.

On April 28, 2006 two FSS staff members attended a training session for Eureka Software at Long Beach City College. Eureka is a software that provides the FSS staff with supportive services and educational resources for FSS clients. They learned how to use the new version of the supportive services software and assessment tool and will train the other FSS staff.

Graduates

There were no graduates this month. The total number of graduates to date is 148.

If you have any questions, please call me at (562) 347-4880.

RLC:MF:CL:dt
Commissionreport0506

Contract Status Report

FOR YOUR INFORMATION ONLY

Project Filter Options		Program: All Programs	Proj. Manager: All Managers
District: All Distr.	Department: Construction Management	Team Member: All Team Members	
Dev. Stage: Active		Fund Source: All funds	

District		Project Name	Contractor Name	Original Contract Amount	Current Contract Amount	% Cng Orders	Approved Payments	%Cmpl	Status	
									Pending Action / Forecast	
1st		Matavilla Electrical Systems Tracker #: TP000279	Skips Electric Inc.	\$9,800	\$9,800	0%	\$0	0%	5/9	CMD met with Contractor and Consultant on 4/27. One cable each at building 5 and 8, were damaged. Consultant determined that it will be best to locate the damaged areas and to repair them. The other three buildings will be completed per original scope. Splice/repair method and material was approved by the Consultant. Contractor ordered the material and will repair the cables. CMD, contractor and consultant walked the site and look at the poles identified by HM. Contractor was directed to repair these poles right away. Contractor called dig alert, order rebar, and anchors. The anchors will need to be approved by structural engineer. The pole repair work will start 5/8.
1st			Skips Electric Inc.	\$98,500	\$98,500	0%	\$0	0%		Contractor will submit a cost proposal for the pole base repair and removal. CMD will process a Change Order for this work.
1st			EDWIN G. BOWEN COMPANY INC	\$467,907	\$546,084	17%	\$374,942	69%		
1st			ROKNI ELECTRIC COMPANY INC.	\$12,000	\$22,500	88%	\$22,500	100%		
1st			Edwin G. Bowen Company Inc.	\$74,876	\$74,876	0%	\$58,550	78%		
1st		Triggs Site Improvements (04-05) (504-01) Tracker #: TP001899	CWS Systems Inc.	\$49,970	\$49,970	0%	\$0	0%		Substantial Completion inspection conducted 5/8 & verbally accepted by HM Maint. Supt. Al Limbrick.
2nd		91st St Seismic Retrofit (1109 W) (501-04) Tracker #: TP001895	M.L. CONSTRUCTION	\$262,100	\$262,100	0%	\$79,928	30%		Minor corrections to be made per Rico (Insp) punch list Relocation of units 2 and 6. (unit No. 5 is vacant) is done. The additional mold abatement work will take 4 weeks minimum. Abatement contractor has started mold abatement as of May 3.

District	Project Name	Contractor Name	Original Contract Amount	Current Contract Amount	% Cng Orders	Approved Payments	%Cmpl	Status	
								Pending Action / Forecast	
2nd	Southbay Gardens Balconies and Exterior Renovation Tracker #: TP001508	M.L. CONSTRUCTION	\$880,000	\$881,345	0%	\$520,360	59%	Project per original contract is about 95% done. Exterior stucco, painting, and balcony floor coating are all done. VCT tiles, cove bases at all floors and the floor coverings at all the stairways are all done. All smoke detector are installed. All wall heaters are installed. All HVAC units are installed. The contractor is working on the items under change order #1 & #2. They are concentrating on the carport structure framing repair and painting. The contractor is also working on the carport area asphalt repair.	
3rd	Santa Monica RHCP Tub Replacement (FY 04-05) Tracker #: TP001155	AZ Home Inc.	\$0	\$0	0%	\$0	0%	Subsequent to the pre-con, the contractor was informed by the Dupont supplier that the lead time on the tub surrounds is 4-6 weeks. Therefore start date has been adjusted accordingly. Contractor has submitted bonds; waiting on insurance. CMD to work with HMD and the contractor on refining the phasing schedule in anticipation of start date the day after Memorial day holiday. Test unit will be #104 at 20th St, followed by up to 4 units at a time at 20th St., then 14th St., then 9th Street. Contract amount is \$103,356.	
3rd	West Knoll Elevator Replacement Tracker #: TP002092	Superior Alliance Elevator Corp.	\$173,430	\$173,430	0%	\$0	0%	Demolition of East elevator done. Shop drawings are with Superior making Lerch-Bates corrections. This task (shop drawings) has had delays. Superior to return 2nd. round corrected shop drawings by May 12.	
3rd		M.L. CONSTRUCTION	\$240,400	\$240,400	0%	\$43,460	18%		
4th	Carmelitos Accessible Units Kitchen Remodel (FY04) Tracker #: TP001603	Natural Building Maintenance	\$297,300	\$297,300	0%	\$0	0%	5/9 Meeting was conducted on 5/3. Contractor did not consider the 30 inch adjustable counter work space and its impact on the cabinet below. Contractor will need to modified or return the ordered cabinets. Per meeting, contractor will provide a new schedule 5/10 to show on time completion. Contractor will need to resubmit new shop drawings and new schedule for our review.	

District	Project Name	Contractor Name	Original Contract Amount	Current Contract Amount	% Cng Orders	Approved Payments	%Cmpl	Status	
								Pending Action / Forecast	
4th	Carmelitos Gas Lines (501-04) Tracker #: TP001163	ML CONSTRUCTION	\$143,360	\$150,260	5%	\$150,260	100%	Phase II (182 units) will be Buildings 3 through 28, ML Construction \$1,311,700 is most responsive bid & is recommended for award. Project will have a duration of one year.	
								Housing Commission approval May 24, and Board approval June 6, 2006.	
All Distr.	Sundance Vista and Whittier Manor Site Improvement Tracker #: TP001560	Work item setup -preliminary budget (TEST)	\$66,486	\$66,486	0%	\$0	0%	Obtained Housing Commission's approval on Feb. 22; follow up with HM on the Board approval date. Submit to Mary Douglas PO documents by the end of 5/12.	
								Schedule pre-construction meeting with AZ Home and establish start and completion dates.	
TOTALS:			\$2,879,485	\$2,976,407	3%	\$1,250,000			



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

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Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

May 24, 2006

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE CONSTRUCTION CONTRACT FOR REPLACEMENT OF TWO BOILERS
AT THE SOUTHBAY GARDENS SENIOR HOUSING DEVELOPMENT (2)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that the replacement of two boilers at the Southbay Gardens senior housing development, located at 230 East 130th Street, in unincorporated Los Angeles County, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioner approve the award of a Construction Contract (Contract) in the amount of \$74,000 to Automatic Boiler Company, to complete the replacement of two boilers at the subject property; and authorize the Executive Director of the Housing Authority to execute the Contract and all related documents, to be effective upon the issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.
3. Recommend that the Board of Commissioners authorize the Executive Director to use a total of \$74,000 in Capital Fund Program funds for the purposes described above; and authorize the Executive Director to approve contract change orders not exceeding \$14,800 for unforeseen project costs, using the same source of funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to award a Construction Contract to replace two boilers at the Southbay Gardens senior housing development.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$74,000 in Capital Fund Program funds included in the approved Fiscal Year 2005-2006 budget. A 20 percent contingency, in the amount of \$14,800, is also being set aside for unforeseen costs using CFP funds. The staff estimate to complete the work is \$85,000.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On April 17, 2004 your Board authorized the Housing Authority to submit, as part of the Agency Plan, a Capital Fund Program application to the U.S. Department of Housing and Urban Development (HUD) to provide funding for the modernization of all of its public housing sites. HUD subsequently approved the application, including funding for rehabilitation of the subject property.

The South Bay Gardens housing development was built in 1981 and is comprised of 94 one-bedroom and six two-bedroom units of senior housing. The original boilers are old and have reached the end of their useful life. Therefore, the Housing Authority wishes to award the attached Construction Contract to Automatic Boiler Company to complete the following improvements: remove two existing hot water heating boilers, storage tanks, piping, valves, and pumps; install two new low-emission, energy efficient boilers, storage tanks, drywell, and new electrical ventilation fan; install new water, gas, and electrical utility connections; and complete other related work.

It is anticipated that the replacement of the boilers will be completed within 90 calendar days following the Notice to Proceed.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, Automatic Boiler Company will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Contract has been approved as to form by County Counsel and executed by Automatic Boiler Company.

Honorable Housing Commissioners

May 24, 2006

Page 3

ENVIRONMENTAL DOCUMENTATION:

Pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (a)(3)(ii), this project is excluded from the National Environmental Policy Act (NEPA), because it involves activities that will not alter existing environmental conditions. It is exempt from the provisions of CEQA, pursuant to State CEQA Guidelines 15301, because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

The environmental review record for this project is available for viewing by the public during regular business hours at the Housing Authority's main office located at 2 Coral Circle, Monterey Park.

CONTRACTING PROCESS:

On March 21, 2006, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Invitations for Bids were mailed to 742 contractors identified from the Housing Authority's vendor lists of general B-licensed, plumbing, heating and air conditioning contractors. Advertisements also appeared in nine local newspapers and on the County Web Web Site. Eight bid packages were requested and distributed.

On April 19, 2006, five bids were received and formally opened. The lowest bid, submitted by Automatic Boiler Company, was determined to be the most responsive and is, therefore, being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

IMPACT ON CURRENT PROJECT:

The award of the Contract will replace the outdated hot water heating boilers with low emission, energy efficient, and reliable new boilers.

Respectfully submitted,


CARLOS JACKSON
Executive Director

Attachments: 2

CJ:mr/HC/sbayboilers

Contract Summary

Project Name: Southbay Gardens Boilers Replacement Project
Location: 230 E. 130th Street, Los Angeles, CA 90061
Bid Number: CM-06-025
Bid Date: April 19, 2006
Contractor: Automatic Boiler Company
Services: The scope of work includes: remove two existing hot water boilers, storage tanks, piping, valves, and pumps; install two new low-emission, energy efficient boilers, storage tanks, drywell, and new electrical ventilation fan; install new water, gas, and electrical utility connections; and complete other related work.

Contract Documents: Part A - Instructions to Bidders and General Conditions; Part B - Specifications; Part C - Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all addenda to the Contract Documents.

Time of Commencement and Completion: The work to be performed under this Construction Contract shall be commenced within Ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within Ninety (90) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Four Hundred Dollars (\$400)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **Seventy-Four Thousand Dollars (\$74,000.00)**. The Contract Sum is not subject to escalation, and includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$14,800.00

ATTACHMENT A

Summary of Outreach Activities

On March 21, 2006, the following outreach was initiated to identify a contractor for the replacement of two boilers at the South Bay Gardens senior housing development, located at 230 East 130th Street, in unincorporated Los Angeles County.

A. Newspaper Advertising

Announcements appeared in the following nine local newspapers:

Dodge Construction News	Los Angeles Sentinel
Eastern Group Publications	Los Angeles Times
International Daily News	The Daily News
La Opinion	WAVE Community Newspapers
Long Beach Press Telegram	

An announcement was also posted on the County WebVen website.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 742 general B-licensed, plumbing, heating and air conditioning contractors, of which 465 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, eight bid packages were requested and distributed.

C. Pre-Bid Conference and Site Walk

On March 27, 2006, a recommended pre-bid conference and site walk was conducted. Five firms were in attendance.

D. Bid Results

On April 19, 2006, a total of five bids were received and publicly opened. The bid results were as follows:

<u>Company</u>	<u>Bid Amount</u>
Automatic Boiler Company	\$74,000.00
RKDM Enviro-Energy Services, Inc.*	\$88,011.31
Advantage Plumbing Group, Inc.*	\$93,918.00
C & P Plumbing*	\$97,500.00

Hickman Mechanical, Inc.

\$188,400.00

*Minority-owned firm

E. Minority/Female Participation – Selected Contractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Automatic Boiler Company	Non-minority	Total: 8 5 minorities 1 woman 63% minorities 13% women

F. Minority/Female Participation – Firm Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
RKDM Enviro- Energy Services, Inc.	Minority	Total: 4 2 minorities 0 women 50% minorities 0% women
Advantage Plumbing Group, Inc.	Minority	Total: 6 6 minorities 3 women 100% minorities 50% women
C & P Plumbing	Minority	Total: 11 4 minorities 1 woman 36% minorities 9% women
Hickman Mechanical, Inc.	Non-minority	Total: 8 3 minorities 2 women 38% minorities 25% women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national

conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755
323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

May 24, 2006

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE CONSTRUCTION CONTRACT FOR SITE WORK AT THE
HARBOR HILLS COMMUNITY CENTER (4)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that the site work at the Harbor Hills Community Center, located at 1876 Palos Verdes Drive North, in the City of Lomita, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve the award of a Construction Contract (Contract), in the amount of \$174,205 to C.S. Legacy Construction (Contractor), to complete the site work at the subject property, and authorize the Executive Director of the Housing Authority to execute the Contract and all related documents, to be effective upon the issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.
3. Recommend that the Board of Commissioners authorize the Executive Director to use a total of \$174,205 in Capital Fund Program funds, for the purpose described herein; and authorize the Executive Director to approve Contract change orders not exceeding \$34,841 for unforeseen project costs, using the same source of funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to award a Construction Contract to complete the site work to comply with requirements of the Americans with Disabilities Act (ADA) at the Harbor Hills Community Center.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$174,205 in Capital Fund Program funds included in the approved Fiscal Year 2005-2006 budget. A 20 percent contingency, in the amount of \$34,841 is also being set aside for unforeseen costs, using the same source of funds.

The staff estimate to complete the work is \$130,000.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On April 17, 2004 your Board authorized the Housing Authority to submit, as part of the Agency Plan, a Capital Fund Program application to the U.S. Department of Housing and Urban Development (HUD) to provide funding for the modernization of all of its public housing sites. HUD subsequently approved the application, including funding for rehabilitation of the subject property.

The Harbor Hills housing development is comprised of 301 units of family housing and a Community Center. The Housing Authority wishes to retain the services of the Contractor to complete site work to comply with ADA requirements at the Community Center. This work includes improving an existing pathway to make it ADA compliant, as required by the Department of Public Works, by adding ramps, retaining walls, curbs, and guard rails. The pathway extends from Palos Verdes North to the Community Center.

It is anticipated that the entire project will be completed within 90 calendar days following the Notice to Proceed.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, the Contractor will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Contract has been approved as to form by County Counsel and executed by C.S. Legacy Construction.

ENVIRONMENTAL DOCUMENTATION:

Pursuant to 24 Code of Federal Regulation, Part 58, Section 58.35 (a)(3)(iii), this project is excluded from the National Environmental Policy Act (NEPA), because it involves activities that will not alter existing environmental conditions. It is exempt from the provisions of CEQA, pursuant to State CEQA Guidelines 15301, because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

The environmental review record for this project is available for viewing by the public during regular business hours at the Housing Authority's main office located at 2 Coral Circle, Monterey Park.

CONTRACTING PROCESS:

On October 31, 2005, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Invitations for Bids were mailed to 461 general contractors identified from the Housing Authority's vendor list. Advertisements also appeared in eight newspapers and on the County WebVen website. As a result of the outreach, 20 bid packages were requested and distributed.

On November 29, 2005, five bids were received and formally opened. The lowest bid, submitted by Y & M Construction, was determined to be non-responsive. The second lowest bid, submitted by CAL US Corporation, was also determined to be non-responsive. The third lowest bid, submitted by C.S. Legacy Construction, was determined to be responsive and responsible. However, the bid amount of \$203,345 exceeded the funding budgeted for the project. To reduce the Contract amount, the Housing Authority exercised its option to reduce what is identified in the bid documents as alternate work. Deducting the alternate work from the overall scope of work allowed the Housing Authority to reduce the Contract amount to \$174,205, which was accepted by the Contractor.

The Summary of Outreach Activities is provided with this letter as Attachment A.

IMPACT ON CURRENT PROJECT:

The award of the Contract will upgrade and improve the site allowing better access to community facilities.

Respectfully submitted,


for CARLOS JACKSON
Executive Director

Attachments 2

Contract Summary

Project Name: Site work for Harbor Hills Community Center
Location: Harbor Hills Family Housing Development
Bid Number: CM-05-030R
Bid Date: November 29, 2005
Contractor: C.S. Legacy Construction, Inc.
Services: Complete site work to comply with (ADA) requirements at the Community Center. This work includes improving an existing pathway to make it ADA compliant, as required by the Department of Public Works, by adding ramps, retaining walls, curbs, and guard rails, and other related work.

Contract Documents: Part A - Instructions to Bidders and General Conditions; Part B – Specifications and Drawings; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder.

Time of Commencement and Completion: The work to be performed under this Construction Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within ninety (90) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Two Hundred Dollars (\$200)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Housing Authority.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **One Hundred Seventy Four Thousand Two Hundred and Five Dollars and No Cents (\$174,205.00)**. The Contract Sum is not subject to escalation, and includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$34,841.

ATTACHMENT A

Summary of Outreach Activities

Construction Contract for the Site Work at Harbor Hills Community Center

On October 31, the following outreach was initiated to identify a general contractor to complete site improvement work for the Harbor Hills Community Center, located at 1876 Palos Verdes Drive North, Lomita, CA 90717.

A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Dodge Construction News
Eastern Group Publications
International Daily News
La Opinion

Los Angeles Sentinel
Los Angeles Times
The Daily News
WAVE Community Newspapers

An announcement was also posted on the County WebVen website.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 461 general contractors, of which 101 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, 20 bid packages were requested and distributed.

C. Pre-Bid Conference and Site Walk

On November 8, 2005, a mandatory pre-bid conference and site walk was conducted. Five firms were in attendance.

D. Bid Results

On November 29, 2005, a total of five bids were received and publicly opened. One firm identified itself as minority-owned. The lowest bid, submitted by Y & M Construction, was determined to be non-responsive. The second lowest bid, submitted by CAL US Corporation, was also determined to be non-responsive. The third lowest bid, submitted by C.S. Legacy Construction, was determined to be responsive and responsible, but the bid of \$203,345 exceeded the budgeted amount for the project. To reduce the Contract amount, the Housing Authority

exercised its "deduct alternate work" option, which reduced the Contract amount to \$174,205. C.S. Legacy Construction accepted this amount and, therefore, is being recommended for the Contract award.

The bid results were as follows:

<u>Company</u>	<u>Bid Amount</u>
Y&M Construction*	\$116,665**
CAL US Corporation	\$191,897**
C.S. Legacy Construction, Inc.	\$203,345***
Sturgeon General, Inc.	\$243,823
RYCO Construction*	\$413,314

* Minority-owned firm

** Non-responsive

*** Contract award reduced to \$174,205

E. Minority/Women Participation – Firm Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
C.S. Legacy Construction	Non-Minority	Total: 42 40 minorities 1 woman 95% minority 2% women

F. Minority/Women Participation - Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Y & M Construction	Minority	Total: 13 11 minorities 0 woman 85% minority 0% women
CAL US Corporation	Non-Minority	Total: 3 0 minorities 0 women 0% minority 0% women

Sturgeon General Inc.,

Non-Minority

Total: 100

0 minority
0 women
0% minority
0% women

RYCO Construction

Minority

Total: 5

1 minority
1 woman
20% minority
20% women

The Housing Authority conducts ongoing outreach to include minorities and women in the contracting process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of Contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755
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**Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Carlos Jackson
Executive Director

May 24, 2006

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE CONSTRUCTION CONTRACT FOR PHASE TWO OF THE NATURAL
GAS LINE REPLACEMENT AT THE CARMELITOS FAMILY HOUSING
DEVELOPMENT (4)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that the replacement of natural gas lines serving 182 units at the Carmelitos family housing development, located at 1000 Via Wanda, Long Beach, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve the award of a Construction Contract in the amount of \$1,311,700 to M.L. Construction, to complete phase two of the natural gas line replacement project at the subject property; and authorize the Executive Director of the Housing Authority to execute the Contract and all related documents, to be effective upon the issuance of the Notice to Proceed, which will not exceed 30 days following the date of Board approval.
3. Recommend that the Board of Commissioners authorize the Executive Director to use a total of \$1,200,000 in Community Block Grant Fund (CDBG) Float Loan funds, and \$111,700 in Capital Fund Program (CFP) funds for the purposes described herein; and authorize the

Executive Director to approve Contract change orders not to exceed \$262,340 for unforeseen project costs, using CFP funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to award a Construction Contract to complete phase two of the natural gas line replacement project at the Carmelitos family housing development.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$1,200,000 in previously-approved CDBG Float Loan funds and \$111,700 in CFP funds, both included in the approved Fiscal Year 2005-2006 budget. A 20 percent contingency, in the amount of \$262,340, is also being set aside for unforeseen costs, using CFP funds. The consultant's estimate to complete the work is \$1,274,000.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On April 17, 2004 your Board authorized the Housing Authority to submit, as part of the Agency Plan, a Capital Fund Program application to the U.S. Department of Housing and Urban Development (HUD) to provide funding for the modernization of all of its public housing sites. HUD subsequently approved the application, including funding for rehabilitation of the subject property.

On May 25, 2004, your Board approved a CDBG Float Loan between the County of Los Angeles and the Housing Authority to provide funding for site and building improvements at six public housing developments, including natural gas line replacement at the Carmelitos family housing development. The 558-unit housing development spans 85 buildings and consists of one-, two-, three- and four-bedroom units. The natural gas line replacement project will be completed in four phases.

On September 6, 2005, your Board approved a construction contract to complete the first phase of the natural gas line replacement project at the subject property. The successful completion of phase one included five buildings, with natural gas lines replaced in at least one of the above bedroom sizes to determine if any unforeseen conditions were present. No unforeseen conditions were encountered.

Phase two, addressed by the proposed Contract, will include 26 buildings, numbers 3 through 28, for a total of 182 units. Following successful completion of phase two, the Housing Authority will return to your Board to approve contracts for phases three and four.

The work is required in order to replace natural gas lines that are deteriorated due to age and damage by corrosion, which poses a potential safety and liability hazard. The work includes installation of new natural gas lines from the meter to the point of connection of house appliances such as water heaters, gas dryers, ranges, and wall

furnaces, and all associated work. It is anticipated that the project will be completed within 365 calendar days following the issuance of the Notice to Proceed.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, M.L. Construction will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Construction Contract has been approved as to form by County Counsel and executed by M.L.

ENVIRONMENTAL DOCUMENTATION:

Pursuant to 24 Code of Federal Regulation, Part 58, Section 58.35 (a)(3)(ii), this project is excluded from the National Environmental Policy Act (NEPA), because it involves activities that will not alter existing environmental conditions. It is exempt from the provisions of CEQA, pursuant to State CEQA Guidelines 15301, because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

The environmental review record for this project is available for viewing by the public during regular business hours at the Housing Authority's main office located at 2 Coral Circle, Monterey Park.

CONTRACTING PROCESS:

On March 14, 2006, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Invitations for Bids were mailed to 445 contractors identified from the Housing Authority's vendor list. Advertisements also appeared in nine newspapers and on the County WebVen website. Four bid packages were requested and distributed.

On April 11, 2006, three bids were received and formally opened. The lowest bid, submitted by AZ Home, Inc. did not include the required negotiable bid guarantee. Therefore, the bid was considered non-responsive. The second lowest bidder, M.L. Construction, was determined to be the most responsive and is, therefore, being recommended for the contract award.

The Summary of Outreach Activities is provided as Attachment A.

Honorable Housing Commissioners
May 24, 2006
Page 4

IMPACT ON CURRENT PROJECT:

The award of the Contract will replace the natural gas lines and provide the residents with safe living conditions.

Respectfully submitted,

for Bobbette A. Glavin
CARLOS JACKSON
Executive Director

Attachments: 2

CJ:mr:Hsg Comm:carmelitos gas 5-05

Contract Summary

Project Name: Carmelitos Gas Lines Replacement Phase II
Location: 1000 Via Wanda, Long Beach, CA 90805
Bid Number: CM-06-033
Bid Date: April 11, 2006
Contractor: M.L. Construction
Services: The scope of work includes: the installation of new natural gas lines to 182 units, from the gas meter to the point of connection of home appliances, such as water heaters, gas dryers, ranges, wall furnaces, and all associated work.

Contract Documents: Part A - Instructions to Bidders and General Conditions; Part B - Specifications; Part C - Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder.

Time of Commencement and Completion: The work to be performed under this Construction Contract shall be commenced within Ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within Three Hundred Sixty Five (365) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Four Hundred Dollars (\$400.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Housing Authority.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **One Million Three Hundred Eleven Thousand Seven Hundred Dollars and No Cents (\$1,311,700)**. The Contract Sum is not subject to escalation, and includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$262,340.

ATTACHMENT A

Summary of Outreach Activities

Natural gas line replacement at Carmelitos family housing development,
Long Beach, CA

On March 14, 2006, the following outreach was initiated to identify a contractor for replacement of natural gas lines at Carmelitos family housing development, located at 1000 Via Wanda, Long Beach, CA 90805

A. Newspaper Advertising

Announcements appeared in the following nine local newspapers:

Dodge Construction News	Los Angeles Sentinel
Eastern Group Publications	Los Angeles Times
International Daily News	The Daily News
La Opinion	WAVE Community Newspapers
Long Beach Press Telegram	

An announcement was also posted on the County WebVen website.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 445 contractors, of which 391 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, four bid packages were requested and distributed.

C. Pre-Bid Conference and Site Walk

On March 21, 2006, a mandatory pre-bid conference and site walk was conducted. Four firms were in attendance.

D. Bid Results

On April 11, 2006, a total of three bids were received and publicly opened. The lowest bid, submitted by AZ Home, Inc. did not include the required negotiable bid guarantee. Therefore, the bid was considered non-responsive. The second lowest bidder, M.L. Construction, was determined to be the most responsive and

is, therefore, being recommended for the contract award. The bid results were as follows:

<u>Company</u>	<u>Bid Amount</u>
AZ Home, Inc.	\$1,065,360.00*
M.L. Construction	\$1,311,700.00
Minako America Corp.	\$2,184,000.00

*Bid non-responsive

E. Minority/Female Participation – Selected Contractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
M.L. Construction	Non-minority	Total: 21 7 Minorities 1 Woman 33% minorities 5% women
V & M Iron Works (Sub - Plumbing Installer)	Minority	Total: 23 7 minority 1 woman 30% minorities 4% women
NSK Construction (Sub - Plumbing Installer)	Non-minority	Total: 16 2 minorities 1 woman 13% minorities 6% women

F. Minority/Female Participation – Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
AZ Home	Non-minority	Total: 6 0 minorities 2 women 0% minorities 33% women

Minako America Corp.

Non-minority

Total: 30
10 minorities
0 women
33% minorities
0% women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.



**HOUSING AUTHORITY
of the County of Los Angeles**

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Gloria Molina
Yvonne Brathwaite Burke
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

May 24, 2006

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE LANDSCAPE CONTRACT FOR ALL HOUSING AUTHORITY HOUSING
DEVELOPMENTS LOCATED WITHIN LOS ANGELES COUNTY (ALL DISTRICTS)**

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that the Landscape Maintenance Services Contract for the provision of landscape maintenance at all housing developments located within unincorporated Los Angeles County is exempt from the California Environmental Quality Act (CEQA), as described herein, because the services will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve and authorize the Executive Director of the Housing Authority to execute a one-year Landscape Maintenance Services Contract (Contract) with TruGreen LandCare, to provide landscape maintenance services at all housing developments owned or managed by the Housing Authority, to be effective July 1, 2006, and to use for this purpose a maximum amount not to exceed \$757,640 in Conventional Public Housing Program funds allocated by the U.S. Department of Housing and Urban Development (HUD).
3. Recommend that the Board of Commissioner authorize the Executive Director to execute Contract amendments, following approval as to form by County Counsel, to incorporate specific sites, increase compensation amounts as provided herein, and to extend the Contract



term for a maximum of two years, in one-year increments, at the same yearly Contract amount of \$757,640, using funds to be approved through the annual budget process.

4. Authorize the Executive Director to execute amendments to the Contract, following approval as to form by County Counsel, in an aggregate amount not to exceed \$60,000 per contract year, to cover any unforeseen needed landscape maintenance services, using the same source of funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to provide for needed landscape maintenance services for all Housing Authority housing developments located throughout the unincorporated County.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The maximum amount for all three years of the Contract, if fully extended, will not exceed the aggregate amount of \$2,272,920, excluding any contingency monies.

For the first year of services under the Contract, the Housing Authority will use \$757,640 in Conventional Public Housing Program funds included in the Housing Authority's upcoming fiscal year 2006-2007 budget.

After the first year, the Housing Authority may extend the Contract for an additional two years, in one-year increments, at the same yearly compensation, contingent upon the availability of funds. Funds for years two and three of the Contract, if extended, will be included in the Housing Authority's approved budget through the annual budget process.

An approximate eight percent contingency in the maximum aggregate amount of \$60,000 per year is also being set aside to cover any unforeseen necessary landscape maintenance services, using the same yearly source of funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

The Housing Authority operates 74 housing developments, consisting of 3,636 units throughout the unincorporated County. The Housing Authority wishes to retain the services of TruGreen LandCare to provide necessary landscape maintenance services for all housing developments throughout the unincorporated County.

The proposed Contract defines the basic landscape maintenance services to be performed. Under the proposed Contract, TruGreen LandCare will perform an estimated 3280 hours of landscape maintenance services each month, depending on specific work needs approved by the Housing Authority. Regular services include trash pick-up, mowing, weeding, and bush and tree trimming. In addition, TruGreen LandCare will routinely maintain and repair the irrigation/sprinkler systems and power wash the parking lots twice each year.

The proposed services are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) or the General Relief Opportunity for Work (GROW) Programs implemented by the County of Los Angeles. Instead, TruGreen LandCare must comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

The Housing Authority has determined that TruGreen LandCare has fully complied with the requirements of the Living Wage Program and agrees to pay living wage hourly rates to full-time employees providing services under the Contract.

The Contract has been approved as to form by County Counsel and executed by TruGreen LandCare.

The Contract will be effective on July 1, 2006 following approval by Board action.

ENVIRONMENTAL DOCUMENTATION:

This project is excluded from the provisions of the National Environmental Policy Act (NEPA) pursuant to 24 Code of Federal Regulations Part 58, Section 58.35 (b)(3), because it involves maintenance activities that will not alter existing environmental conditions. It is also exempt from the provisions of CEQA pursuant to State CEQA Guideline 15301(h) because it involves maintenance of existing landscaping and, therefore, does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS:

On February 14, 2006, a Request for Proposals (RFP) process was initiated to identify a qualified contractor to provide landscape maintenance services for the Housing Authority. Notices were mailed to 149 firms identified from the Housing Authority's vendor list. Announcements appeared in ten local newspapers and on the County's WebVen website. A copy of the RFP was also posted on the Housing Authority's

website. As a result of the outreach, 21 proposal packages were distributed. Sixteen contractors participated in a pre-proposal conference on February 23, 2006.

On March 23, 2006, six proposals were received and evaluated. The proposal submitted by Wurzel Landscape received the highest score, but after several negotiation meetings the contractor declined to accept the Contract. The proposal submitted by TruGreen LandCare received the next highest score. TruGreen LandCare participated in the negotiation process, resulting in a mutually agreeable Contract amount and terms. Therefore, TruGreen LandCare is being recommended for the award of a Contract.

The Summary of Outreach Activities is provided in Attachment A.

IMPACT ON CURRENT PROGRAMS:

The proposed Contract will provide necessary landscape maintenance services for all of the Housing Authority's housing developments located within the unincorporated County.

Respectfully submitted,



 CARLOS JACKSON
Executive Director

Attachments:

F:HC/landscapeforallhousingsites

ATTACHMENT A

CONTRACT FOR LANDSCAPE MAINTENANCE SERVICES

Summary of Outreach Activities

On February 14, 2006, the following outreach was initiated to identify a qualified contractor to provide landscape maintenance services for all Housing Authority housing developments located within Los Angeles County.

A. Request for Proposals (RFP) Advertising

RFP announcements appeared in the following ten local newspapers:

Acton Agua Dulce News	Long Beach Press Telegram
Antelope Valley Press	Los Angeles Sentinel
Eastside Sun	Los Angeles Times
International Daily News	The Daily News
La Opinion	Wave Publications Group

The announcements were posted on the County's WebVen website and the Community Development Commission/Housing Authority website.

B. Distribution of Proposal Packets

The Housing Authority's vendor list was used to mail out the RFP to 149 contractors, of which 29 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, 21 proposal packets were requested and distributed.

C. Pre-Proposal Conference

On February 23, 2006, 16 contractors participated in a Pre-Proposal Conference and site walks.

D. Proposal Results

On March 23, 2006, six proposals were received and evaluated based on the published evaluation criteria. Two proposals were scored the highest, meeting all criteria and exceeding experience requirements. The proposal submitted by Wurzel Landscape received the highest score, but the company withdrew from the negotiation process, declining a Contract. The Housing Authority then began negotiation process with TruGreen LandCare, the next highest scoring proposer. Negotiations with TruGreen LandCare resulted in a mutually agreeable Contract amount, therefore, TruGreen LandCare is recommended for the award of the Contract.

<u>Contractor</u>	<u>Score</u>
Wurzel Landscape	915
TruGreen LandCare	855
Far East Landscape & Maintenance Co.*	792
Orozco Landscape & Tree Company*	767
Parkwood Landscape Maintenance, Inc.*	707
Systems Management, Inc.*	594
* Minority-owned firm	

E. Minority/Female Participation – Selected Firm

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
TruGreen LandCare	Non-Minority	Total: 197 190 Minorities 4 Women 96% Minorities 2% Women

F. Minority/Female Participation – Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Wurzel Landscape	Non Minority	Total: 62 58 Minorities 2 Women 94% Minorities 3% Women
Far East Landscape & Maintenance Co.	Minority	Total: 21 19 Minorities 2 Women 90% Minorities 11% Women
Orozco Landscape & Tree Company	Minority	Total: 30 29 Minorities 1 Women 97% Minorities 3% Women

Parkwood Landscape
Maintenance, Inc.

Minority

Total: 70

68 Minorities

2 Women

97% Minorities

3% Women

Systems Management, Inc.

Minority

Total: 26

24 Minorities

2 Women

92% Minorities

8% Women

The Housing Authority conducts ongoing outreach to include minorities and women in the Contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of Contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

Contract Summary

Project Name: Landscape Maintenance Services
Location: Housing Developments Countywide
RFP Date: February 14, 2006
Contractor: TruGreen LandCare
Services: Regular services include trash pick-up, mowing, weeding, and bush and tree trimming. In addition, TruGreen LandCare will routinely maintain and repair the irrigation/sprinkler systems and power wash the parking lots twice each year.

Contract Documents: Statement of Work, Fee Schedule, Required Contract Forms and Required Contract Notices.

Time of Commencement and Completion: The Contract shall commence as of the 1st day of July 2006 and shall remain in full force and effect for 12 months, until June 30, 2007, unless sooner terminated.

Compensation: The Housing Authority shall pay the Contractor within 30 days of receipt of each invoice a monthly payment not to exceed \$63,136.67. The yearly amount of compensation under this Contract will not exceed \$757,640.

The Executive Director may extend the Contract term for a maximum of two years, in one-year increments, at the same yearly Contract amount of \$757,640. The total amount of compensation under this Contract, if extended to all three years, will not exceed \$2,272,920.

The Contract Sum is not subject to escalation, and includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$60,000 per year.